



State of Arizona  
Department of Education

**SCHOOL FINANCE MEMORANDUM 18-016**

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**TO:** Charter School Administrators, Directors, and Principals

**FROM:** Lyle Friesen, Deputy Associate Superintendent of School Finance

**DATE:** September 1, 2017

**SUBJECT:** September 1, 2017 Basic calculations for Equalization Assistance Report (CHAR 55-1) and Equalization Assistance Detail Report (CHAR 64-1)

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Please be advised that the September 1, 2017 apportionment has been completed. The CHAR55-1 and the CHAR64-1 equalization assistance reports for charters are posted on each charter school's home page of the Arizona Department of Education (ADE) School Finance website at <http://www.azed.gov/districts>. If assistance is required for finding or viewing these reports, please contact the ADE IT Technology Support team at (602) 542-7378 or toll free at (866) 577-9636.

All eligible charters were paid based on their estimated counts submitted on August 14, 2017 by 4:30 p.m. The Charter School Student Enrollment Summary report is available for download and review from the School Finance website. If the charter has any concerns or questions regarding the Enrollment Summary report, please contact the assigned account analyst for the charter at: [SFAnalystTeam@azed.gov](mailto:SFAnalystTeam@azed.gov)

Please Note: FY 2018 AzEDS ADM, SPED, and ELL results will be used for all charters in the October 1, 2017 calculation of state aid. Please check your ADM20, SPED20, and ELL20 reports, which are available via [ADEConnect](#). Data will be pushed for payment on September 6, using results from the September 5, 2017, 5:00PM data capture. Please contact SF Analyst Team the School Finance Account Analysts at [SFAnalystTeam@azed.gov](mailto:SFAnalystTeam@azed.gov) with questions regarding these reports.

**Items included in the September 1, 2017 CHAR calculations:**

- **Student Counts:** The September 1, 2017 apportionment has been based on FY2017 ACE results as of July 14, 2017. **Beginning with the October 1, 2017 payment, FY2018 AzEDS results will be used in the calculation of state aid. Data will be pushed for payment on September 6, using results from the September 5, 2017, 5:00PM data capture.** If you have questions or concerns regarding the student counts, please contact the account analyst team. The analyst team may be reached at [SFAnalystTeam@azed.gov](mailto:SFAnalystTeam@azed.gov)

- **Preliminary Charter Additional Assistance reduction**, \$18,656,000, per House Bill 2545, Chapter 304, Sec. 11, was included by August 1st payment.
- **Small School Weight adjustment** was included in the August 1st payment.
- **K-3 Reading**: K-3 reading funding will be released once we receive approval from the State Board of Education. see information available at: <http://www.azed.gov/mowr/>
- **FY17 statewide recalculation** is complete. For all charters with positive adjustment, it can be found on page 1 of the FY17 CHAR 64-1 report. (under the line adjustment, 100% of the adjustment allocated by September payment) For charters with negative adjustment, it is still under SF review.
- **Charter audit expense adjustments** were included in the September 1st, 2017 charter apportionment based on the budgeted values as of August 15th, 2017. The chart below outlines the locations in which a value must be present in order to receive the adjustment. If you have any questions related to budget submissions, please contact the budget team by email at [SFBudgetTeam@azed.gov](mailto:SFBudgetTeam@azed.gov).

Group	Budget Type Description	Page	Cell Reference
Audit Expense	FY2018 Charter Expenditure Budget	2	N26
Audit Expense	FY2018 Charter Budget Worksheets	Worksheet C	F15
Audit Expense	FY2016 Charter Annual Financial Report	7	G17

For any questions regarding September 1, 2017 charter equalization calculation, please email [SFPaymentTeam@azed.gov](mailto:SFPaymentTeam@azed.gov). Please contact the School Finance Analyst Team if you have any questions about your estimated counts or other required student information at: [SFPaymentTeam@azed.gov](mailto:SFPaymentTeam@azed.gov)